

LISSDEP: Monthly Promotional Report Form

02/01/2016

All LISSDEP distribution sites are required to submit a monthly promotional report; whether or not any activity occurred during the reporting month. Submittal of monthly promotional efforts is necessary to maintain continued funding through a 402 Federal Highway Safety Grant.

Promotional efforts are defined as:

- Exhibits where brochures and/or flyers distributed at health fairs, school events, pediatrician offices, etc.
- Presentations which mention at least a brief overview of LISSDEP services.
- Non-routine training sessions conducted at a different location, during evening hours or on weekends, targets an at-risk group specifically, etc.
- Media outreach inclusive of newspaper articles, television interviews, Facebook mentions, tweets, marquees, billboard ads, etc.

Reports may be submitted either electronically or via fax at (804)864-7748 to Marcia Franchok-Hill and are due no later the 20th of the following month.

COMPLETE THE FOLLOWING:

LISSDEP Distribution Site Name: _____ **Name of Site Coordinator:** _____

Circle month of activity occurrence: Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec

If any type of promotional activity occurred during this reporting month, proceed with providing details regarding the event(s) below.

If no promotional activity occurred during this reporting month, check none and proceed with your submittal. _____ None

PROMOTIONAL EVENT LISTING

[illegible]